



Budget Committee

MINUTES for Monday, February 7, 2022

1:00 p.m.

Zoom

Members Present:	Claudia Tornsaufer, Denise Munoz, Floreniza Yumul, Jan Jarrell, Kelly Henwood, , Mark Nesbit II, Jacqueline Sabanos, , Michelle Gray, Deborah Roth, Lorie Crosby-Howell, John Bromma, Jacqueline Hester, Andrei Lucas, David Anton, Maureen Rubalcaba, Shirley Pierson
Members not Present:	
Guests:	Alexander Berry
Recorder:	Patricia Lopez
AGENDA	
1. Call to Order 1:00 p.m.	
2. Approval of Agenda	
3. Approval of Minutes	
DISCUSSION	Minutes were approved.
CONCLUSION	Dean Jarrell moved to approve the minutes, Shirley Pierson second; motion approved.
4. Updates	
a) Governor's Budget Proposal	
INFORMATION	<p>-VPA Jacqueline Sabanos informed the group about the 2022-23 Governor's Budget proposes spending of \$286.4 billion in total state funds, consisting of approximately \$213.1 billion from the General Fund.</p> <p>-The State Budget has to be passed by June 15 in the legislature for the following year. The January budget proposal is an estimate of what they are planning to spend.</p> <p>Despite the COVID-19 crisis, it is anticipating that revenue estimates will be positive.</p> <p>This will be the second year in a row with a surplus. Among the Governor's priorities is tackling homelessness, climate issues, universal healthcare coverage regardless of age and immigration status.</p> <p>-John Bromma asked about the usage of these funds to prioritize the acquisition and upgrading of technology for faculty and classrooms.</p> <p>-VPA, Sabanos confirmed that upgrading and providing technology is one of the Administrative Services goals. She also mentioned the challenge to use certain funds to acquire technology.</p> <p>An inventory of all the technology throughout the campuses of the College of Continuing Education was completed and Administrative Services is aware that some of the equipment and technology are out of warranty and old; Administrative Services is looking forward upgrading technology since it's been long overdue.</p> <p>-VPA, Sabanos provided a quick and general overview of the Governor's 2022 Budget Proposal</p> <p>-There will be a revised of the Budget Proposal that will come out on May 10.</p> <p>-VPA, Sabanos presented an overview of this year's Continuing Education Budget.</p> <p>-There was discussion about GFU and how 97% goes towards personnel' salary and how the rest of it goes towards running SDCCE institution such as pens and the catalogues that is mailed to every household in San Diego. The General Budget is extremely constrictive.</p>

DISCUSSION	
CONCLUSION	
Action Item [Who?]	VPA Sabanos will send out the website link with all the information from the Governor's Budget for this year to all the Budget Committee Members.
b) HEERF Funds Update	
INFORMATION	<p>-Jacqueline Sabanos thanked and acknowledged the tremendous job Floreniza Yumul has been doing with the HEERF Funds.</p> <p>-There are \$ 3,408,049 allocated for HEERF 2 and \$ 4,027,020 for HEERF 3.</p> <p>-Administrative Services group met at EGC and identified funding and requests that can be funded with HEERF. Some of the money was spent on PPE, Plexiglas, masks, cleaning supplies. Also, technology such as webcams, laptops, headset, owl cameras, scanners. Some major upgrades were made to CE's technological infrastructure.</p> <p>- Several classrooms have been upgraded to High flex using HEERF funds. VPA Sabanos stated that each classroom costs around 50,000 to 75,000.</p> <p>The following campuses had High flex classrooms installed: Cesar Chavez (9), Mid-City (12), ECC (12), and WCC (3).</p> <p>-The funding to upgrade classrooms is limited, and it has already been spent on it.</p> <p>-Currently, Administrative Services has used HEERF funds to purchase PPE, plexiglass, masks, see through masks for ESL, hand sanitizer stands, hand sanitizer bottles for the classrooms, cleaning supplies. Also, the funding has been spent on technology such as webcams, laptops, OWL cameras, headsets, and scanners.</p> <p>-Administrative Services has been assisting with the paperwork to hire Instructional Assistants to assist faculty in the classrooms. With HEERF it has been possible to fund distance education initiatives for faculty and provide major upgrades to our technology infrastructure, such as wireless access and digital support to all CE Campuses.</p> <p>-We are working on an upgrade to campus WiFi. All CE campuses went through a WiFi mapping. Improving WiFi would allow us to facilitate connectivity for all our students and employees.</p>
DISCUSSION	
Action Item [Who?]	
c) Resource Allocation Process	
INFORMATION	VPA Jacqueline Sabanos went over the process for the coming year. There will be very few changes in the next year and we will proceed according to the way we have been doing this process for the past few years.

	Faculty and programs chairs will submit their requests to Administrative Services. Administrative Services will determine which funding sources can be potentially used to acquire requests and will pass the list of requests with potential funding sources on to Deans who manage the restricted funding sources. This is to facilitate the work that they do in funding program plans. Executive management will also be briefed on requested resources and potential funding sources and which requests have been funded by program plans.
DISCUSSION	
Action Item [Who?]	
5. Career Adult Education Program (CAEP)	
INFORMATION	<p>-Kelly Henwood and Diana Vera Alba presented Career Adult Education Program (CAEP) overview.</p> <p>-They are in charge of evaluating the effectiveness of the budget side of it and the effectiveness of the programs. How they integrate and improve students' transitions to post-secondary education workforce and as well as the workforce opportunity act.</p> <p>-CAEP represents and supports adult learners unrepresented in low-income populations living in San Diego and helping them to achieve their goals and foster the ability to become economically self-sufficient.</p>
DISCUSSION	
Action Item [Who?]	
7. Adjournment Meeting adjourned at 2:06 p.m.	

NEXT MEETING:

Monday, April 4 , 2022. – 1:00 p.m.

Zoom

Minutes submitted by:

Minutes approved: